



FOREIGN OVERSEAS RECRUITMENT INFORMATION

APPLYING FOR AN OVERSEAS POSITION

- **STATUS OF FORCES AGREEMENT (SOFA):** A Status of Forces Agreement (SOFA) is an agreement between a host country and a foreign nation establishing the rights and privileges of foreign personnel present in that host country. Civilian employees are expected to adhere to the terms of the SOFA as negotiated with the host country.
- **RESTRICTED TO US Citizens and Nationals, i.e. AMERICAN SAMOA AND SWAINS ISLAND:** Under Executive Order 11935, only United States citizens and nationals (residents of American Samoa and Swains Island) may compete for civil service jobs. Agencies are permitted to hire non-citizens only in very limited circumstances where there are no qualified citizens available for the position.
- **DUAL CITIZENSHIP:** If you are a dual citizen, please identify the countries of citizenship in your resume. The North Atlantic Treaty Organization (NATO) SOFA prohibits employment in the U.S. Civilian Component in a host nation of any person who holds dual citizenship of the U.S. and that host nation. For example: A person who holds both Italian and U.S. citizenship may not be employed in the U.S. Civilian Component in Italy; however, that person is not prohibited by the NATO SOFA from employment in the U.S. Civilian Component in another NATO host nation of which (s)he does not hold citizenship. For example, Spain, Japan, etc.
- **ORDINARILY RESIDENT:** If you have ordinarily resident status in the host country where the position is located, you are restricted from being appointed. You have ordinarily resident status if you are U.S. citizen who obtained a work permit during current residency in the host country, or resided in the host country for a specific period without status as a member of the U.S. Forces or civilian component as defined by the NATO SOFA. For example: A person ordinarily resident in Italy may not be employed in the U.S. Civilian component in Italy; however, that person is not prohibited by the NATO SOFA from employment in the U.S. Civilian Component in another NATO host nation of which s(he) is not ordinarily resident.

WORKING OVERSEAS

- **RETURN RIGHTS:** Eligible Department of Defense (DoD) career or career conditional employees who are employed in the United States or in a non-foreign area and who accept an assignment in a foreign or in a non-foreign area different from the one in which they are currently employed shall be granted statutory return

rights to their former position for a period of five-years if continuously employed in a foreign or non-foreign area in accordance with Section 1586 of Title 10, United States Code and Defense of Department Instruction 1400.25, Volume 1230.

INCENTIVES

- **RELOCATION INCENTIVES:** Relocation incentives may or may not be authorized for employees recruited from the U.S. Relocation incentives are generally **NOT** authorized for applicants already residing in the overseas foreign area where the vacancy is located.
- **RECRUITMENT INCENTIVES:** Recruitment incentives as described in 5 USC 5753 may or may not be authorized in accordance with applicable command policy and available command funding.

OVERSEAS BENEFITS, PAY, AND ALLOWANCES

- **Local Recruitment:** Candidates already residing in the overseas area where the vacancy is located will generally **NOT** be granted overseas benefits, unless already receiving them. These candidates may be eligible for certain overseas benefits and/or allowances, such as:
 - Post Allowance
 - Job placement options back to the U.S. upon completion of overseas employment (e.g. Department of Defense Priority Placement Program)
- **Foreign Overseas Recruitment:** Candidates initially selected from the U.S. may be eligible for certain overseas benefits and/or allowances, including:
 - Living Quarters Allowance (LQA) or government quarters
 - Post Allowance
 - Interest-free salary advance (an amount up to three months)
 - Student education travel for dependents
 - Job placement options back to the U.S. upon completion of overseas employment (e.g. Department of Defense Priority Placement Program or major command's Alternate Placement Program)
 - Separate maintenance allowance may be available for eligible family members
 - Payment of travel expenses (in accordance with the Joint Travel Regulations)
 - Home leave to be taken in the U.S. (5 USC 6305 and 5 CFR 630.602)
 - 360 hours annual leave accumulation as opposed to normal 240 hours (5 USC 6304)
 - Relocation expenses (i.e., Permanent Change of Station), will be authorized, subjected to the provisions of the Joint Travel Regulations and an agency determination that a PCS move is in the Government interest. **NOTE-** If you are authorized PCS move on or after 1 January 2018, majority of your authorized civilian PCS reimbursements will become taxable (PL 115-97). Additional information is available at:
https://www.gsa.gov/cdnstatic/FTR%20Bulletin%2018_05%20Relocation%20Allowances_0.pdf
- Eligibility for overseas benefits and/or allowances will be determined on a case-by-case basis at the time of hire in accordance with Department of State Standardized

Regulation (DSSR) and DoDI 1400.25 volume 1250.
<http://www.dtic.mil/whs/directives/corres/pdf/1400.25-V1250.pdf>.

- Locality pay does not apply in the overseas area.
- Pay retention may be granted when certain conditions are met.

DEPENDENTS/FAMILY MEMBERS

- **DODEA SCHOOLS:** Your dependents may be eligible to attend DoD schools free of charge. Dependents of locally hired employees may be eligible on a case-by-case basis. For more info on DoDEA schools visit: <http://www.dodea.edu/>
- **Non DODEA Schools:** For information on the Non-DoD Schools Program (NDSP) for overseas locations without a DoD school, go to: <https://www.dodea.edu/nonDoD/>
- **OVERSEAS SPECIAL NEEDS FAMILY:** Important Information for applicants with family members with special medical or educational needs:
 - Applicants who have family members with special medical or educational needs should review the DoD Instruction 1315.19 for information regarding living and working in an overseas area:
<http://www.esd.whs.mil/Portals/54/Documents/DD/issuances/dodi/131519p.pdf>
 - The Exceptional Family Member Program (EFMP) provides comprehensive and coordinated community support, housing, educational, medical, and personnel services to families with special needs. An exceptional family member is a child or adult dependent with any physical, emotional, developmental, or intellectual disorder that requires special treatment, therapy, education, training or counseling.
 - If an employee brings a child to an overseas location and that child is entitled to attend a DoD school on a space-required basis in accordance with DoDEA Regulation 1342.13, the DoDEA and the Military Department responsible for providing related services will ensure that the child, if eligible for special education, receives a free appropriate public education, including related services pursuant to DoDI 1342.12 and DoDM 1342.12.
 - If an employee brings an infant or toddler (up to 3 years of age) to an overseas location, and that infant or toddler, but for the child's age, is entitled to attend the DoDEA on a space-required basis in accordance with DoDEA Regulation 1342.13, then the Military Department responsible for Early Intervention Services (EIS) will provide the infant or toddler with the required EIS in accordance with the eligibility criteria consistent with DoDI 1342.12 and DoDM 1342.12.
 - If an employee brings a family member to an overseas location who requires medical or dental care, then the employee will be responsible for obtaining and paying for such care. Access for civilian employees and their families to military medical and dental treatment facilities is on a space-available and reimbursable basis only.

- To contact Navy EFMP coordinator, go to: <http://www.public.navy.mil/bupers-npc/support/efm/Pages/default.aspx>
- To contact Marine Corps EFMP coordinator, go to: <http://www.mccs-sc.com/efmp/index.asp>
- For information on overseas DoD Dependent Schools and Educational and Developmental Intervention Services, go to: <https://www.dodea.edu/Curriculum/>